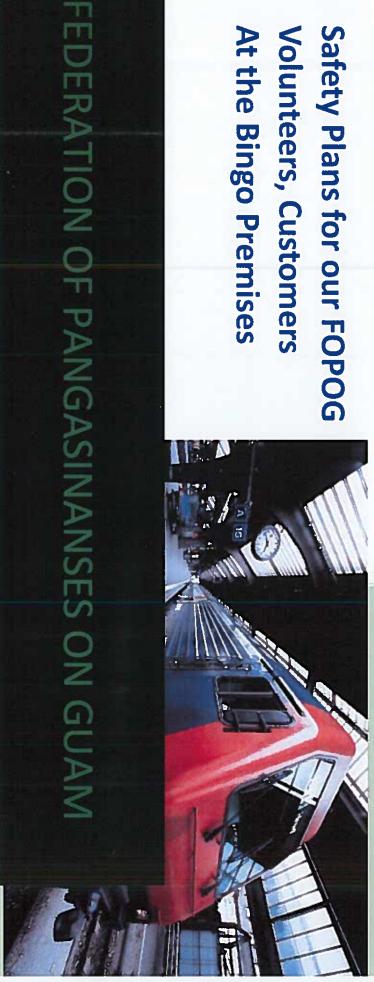
OPERATIONAL PLANNING: COVID-19 BUSINESS AND

At the Bingo Premises Volunteers, Customers Safety Plans for our FOPOG

2020



ADDRESS 261 CHALAN SUETE, HARMON GUAM 96931

GUAM HOURS OF OPERATION

12:00 PM - 10:00 PM TUESDAYS, WEDNESDAYS, THURSDAYS AND FRIDAYS

10:00AM TO 4PM SATURDAYS AND SUNDAY

HEALTH GUIDELINES FROM COVID 19 PANDEMIC USING CDC, OSHA, U.S. DEPARTMENT OF LABOR AND THE GUAM DEPARTMENT OF PUBLIC ORGANIZATION. OUR PLAN IS BASED ON HOW TO KEEP OUR STAFF AND CUSTOMERS SAFE DURING OPERATIONAL HOURS FOPOG OR PANGASINAN BINGO IS THE LONGEST RUNNING BINGO PLACE IN GUAM RUN BY A LEGAL NON-PROFIT

1. Mandate the Wearing of Face Masks for all FOPOG Volunteer and Bingo Players.

2. Develop and Communicate Social Distancing Policies:

a. Bingo Players and FOPOG Volunteers shall develop and communicate social distancing policies or refine and update currently existing polices to include social distancing requirements.

worksites/operations). must be industry- and employer-specific and must address the unique needs and circumstances of each business (including different kinds of These policies should help protect employees (as well as reassure those who fear returning to work) and customers. Social distancing plans

Some key factors for consideration in developing social distancing policies include the following:

- i. Physical workspace modifications such as:
- separating tables, cashiers area and customer lines, and Bingo players tables workstations;
- 2. modifying open floor plans by, for example, adding partitions and or spaces
- 3. Adjust the number of persons using bingo player tables and chairs. (i.e., every other or every third workstation, or every other cubicle area);
- closing or modifying common areas, smoking areas bingo hall and canteen;
- 5. modifying high-touch surfaces, such as replacing latch-based doorknobs or handles with doors that can be easily pushed open or

- ii. Displaying markings or signs reminding customers and employees:
- 1. to maintain social distancing of at least 6 feet;
- to avoid touching surfaces unnecessarily;
- to wash your hands properly and regularly;
- use gel hand-sanitizer when hand-washing facility is not readily available or accessible;
- 5. to wear a mask.
- report any issues; that explain safety protocols (what measures the company is taking and what precautions employees/customers should take), and where to Bingo Customers and FOPOG Volunteers should consider creating a safety communication policy for returning employees and customers
- options include staggered shifts, alternating teams. c. Bingo Customers and FOPOG Volunteers should consider ways of reducing the number of employees present at the workplace. Possible
- Bingo Customers and FOPOG Volunteers should limit occupancy based on most recent requirements pursuant to Executive Order or Guam

e. Bingo Customers and FOPOG Volunteers should consider dedicated, Bingo hours for vulnerable or at risk-individuals; and/or

3. Limit In-Person Interactions and Physical Contact: f. Bingo Customers and FOPOG Volunteers should consider separate entrance and exit doors/openings, if possible.

- a. Holding fewer in-person meetings and using increased conference calls or video conferences;
- Instructing employees not to use other employees' workspaces / equipment or share items;
- Setting staggered or spaced lunch/break schedules;
- d. Ensuring seating in all waiting areas meets social distancing requirements (or transition into virtual waiting rooms or waiting inside vehicles
- e. Determining ingress/egress to and from restrooms and other common areas (i.e. photocopying room, break room, etc.) to establish paths that mitigate proximity for employees and customers and limit number of people allowed

4. Train Employees on Social Distancing Policies and Protocols:

- a. Managers and Bingo Staff need additional training to understand their responsibilities for enforcing policies
- Individuals should be designated as responsible contacts for overseeing and ensuring implementation; and
- Bingo Customers and FOPOG Volunteers should consider how to track compliance and consistently discipline employees for failure to follow

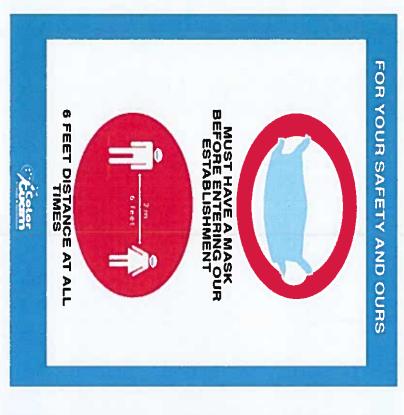
5. Implement Regular Screening Protocols for Employees, Customers/Clients, or Other Workplace Visitors:

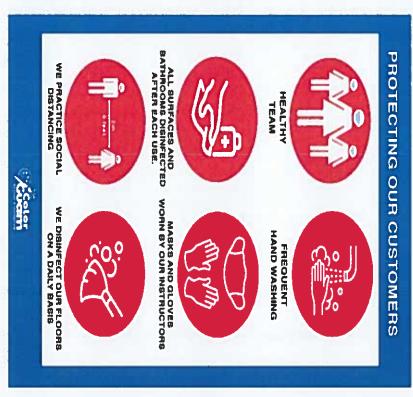
- a. Bingo Customers and FOPOG Volunteers should consider training personnel on how to appropriately conduct screening to include temperature screens or other symptom checks and how to maintain medical/private information collected through screening;
- considerations include the following: Bingo Customers and FOPOG Volunteers should consider whether they will require personal protective equipment (PPE). Key
- i. Whether gloves are necessary for any areas/duties (i.e., taking/giving money to customers)
- ii. Whether additional PPE, if any, is required for employees in higher-risk exposure positions
- . Bingo Customers and FOPOG Volunteers should send any employees who are exhibiting flu-like symptoms home

6. Assess Sanitary Workplace Conditions and Policies

- a. Bingo Customers and FOPOG Volunteers should consider additional cleaning and disinfecting policies such as:
- i. Extra cleaning and disinfecting, including attention to employee common use areas, and items handled by customers;
- iv. Providing and requiring hand washing and/or gel hand-sanitizers to employees and guests prior to entering workplace;
 b. Bingo Customers and FOPOG Volunteers should analyze their infrastructure (i.e. air conditioning maintenance cleaning schedule, airflow iii. Making cleaning supplies/hand sanitizer available to employees (and customers/visitors); and/or ii. Disinfecting seats and other contact surfaces between use by customers;
- c. FOPOG staff-in-charge should disinfect and clean bathrooms on a periodic basis throughout the day system, etc.) for maximum sanitary conditions.

OUR FRONT DOOR SIGNAGES:





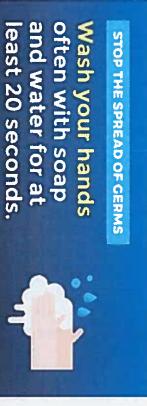
CDC SIGNS TO BE PLACED ON THE WALLS OF OUR ESTABLISHMENT











CoVID-19 PREVENTION
The bost way to prevent liness is to avoid being exposed to this wrust for more information.

CDC SIGNS AND FLOOR DECAL TO BE PLACED ON THE WALLS OF OUR ESTABLISHMENT



FLOOR DECALS

Decals to be placed on the floors with each measured six feet apart.



TRAINING FOR OUR VOLUNTEERS AND CUSTOMERS AS NEEDED:

What is COVID 19 AND IT'S SYMPTOMS Source: OSHA 3990-03 2020, Guidance on Preparing Workplaces for COVID-19

Symptoms of COVID-19

Infection with SARS-CoV-2, the virus that causes COVID-19, can cause illness ranging from mild to severe and, in some cases, can be fatal. Symptoms typically include fever, cough, and shortness of breath. Some people infected with the virus have reported experiencing other non-respiratory symptoms. Other people, referred to as asymptomiatic cases, have experienced no symptoms at all.

According to the CDC, symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure.

How COVID-19 Spreads

Although the first human cases of COVID-19 likely resulted from exposure to infected animals, infected people can spread SARS-CoV-2 to other people.

The virus is thought to spread mainly from person-to-person, including:

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

It may be possible that a person can get COVID-19 by touching a surface or object that has SARS-CoV-2 on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the primary way the virus spreads.

People are thought to be most contagious when they are most symptomatic (i.e., experiencing fever, cough, and/or shortness of breath). Some spread might be possible before people show symptoms; there have been reports of this type of asymptomatic transmission with this new coronavirus, but this is also not thought to be the main way the virus spreads.

Although the United States has implemented public health measures to limit the spread of the virus, it is likely that some person-to-person transmission will continue to occur.

The CDC website provides the latest information about COVID-19 transmission: www.cdc.gov/coronavirus/2019-pcov/about/transmission.html.

What is COVID 19, it's symptoms and how to protect yourself.

Source: Centers for Disease Control and Prevention (CDC)

protect yourself and others What you should know about COVID-19 to



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cdc.gev/coronavirus

SOC CDC

Share facts about COVID-19

know the facts about consumers (CDND-19) and help stop the spread of numers.



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complications from COVID-19.

Laborating the signs and symptoms, You can help stop COVID-19 by

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For up to date information, with EDCs coronaveus disease 2019 web page.

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cdc.gov/coronavirus





Your symptoms can include the following

Symptoms of Coronavirus (COVID-19)

There are simple things you can do to help herp yourself and others healthy.

 Wash your hands often with soap and water for all least 20 records, especially after blowing your more, coughing, or investing; going to the bushnoom, and before eating or prepairing lood When in public, well a clitch face covering that

Fever

If you have COVID-19,

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cown your mouth and nose.

Cover your cough or streeze with a tique, then then those the rasse or the rash. Stay home when you are set

which can include

Shortness of breath



warning signs, including you love has emergency

immediately if you or someone Seek medical attention causes COVID-19,

2-14 days after you are exposed to the virus that Symptoms can appear symptoms) to severe illness. you may have mild (or no

- Trouble breathing
- · Persistent pam or pressure in the chest
- New confusion or not able to be woken
- Bluish lips or face

The last is not all necleases. Phase council your mechal provides for any other symptoms that are severe as a materials;



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cdc.gov/coronavirus

How to Protect Yourself and Others

Source: Centers for Disease Control and Prevention (CDC)

How to Protect Yourself and Others

Cover your month and rose with a dech face more when around others

Everyone should wear a cloth lace cover when they have to go out in public.

for example to the growing store or to put up other recessibles.

 Cloth face coverings should not be placed on young children under age 3, anyone who has rouble beathing or is unconscious, incaparitated or otherwise unable to remove the mask without assistance.

You could spread COVID-19 to others own 4 you do not helist's

Know how it spreads

- . The best way to prevent illness is to avoid being expessed to this virus. There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- The wrun is thought to spread mainly from preson to preson.
- Between parties who are in close contact with ore another feethin about 6 level.
- Through sequilatory dicipless produced when an infected person coughs, stilled in
- Some recent studies have suggested that CDVID 19 may be spread by people who These displies can land in the mouths or noise of people who are nearby or possibly be whaled into the lumps.
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Everyone should

Clean pour hands often -



- Wash year hands often with coup and water for at least 20 seconds expectally after you have here in a public place, or after blowing your time, coupling or sincezing
- If cup and water are not readly available, use a hand sunities that contains at least 60% alrehel. Cover all surfaces of your hands and rub (from together until).
- Avoid loudhing your eyes, note, and mouth with unwashed hands

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- Stay home if you are sick.
- Avaid close contact with people who are salt
- · Put distance between yourself and either people. Restrictibes that some people editions symptown may be able to spread visit.
- This is expectedly important to people who are at higher risk of getting very side. When talk operations in the large and a first and a f

a bather obligation

Continue to keep about 6 feet between yourself and others. The doth face cover Do NOT use a facimizat means for a healthcare worker. The doth face cover is meant to protect other people in case you are indected.

is not a substitute for social distancing.



- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a Usuar when you rough or sneeze or use the analise of your elbow.
- Throw used tissues in the track.
- Immediately wash your hands with soop and water for at least 30 seconds. If contains at least 60% alcohol. youp and water are not readily available, clean your hands with a hand sarvitate that

Crass and district



- Clean AMD disinfect frequently rouched surfaces daily. This includes tables, done hook, light switches, countertops, handles, deaks, phones, keytinands, tolless, district you got bornelying Lauren and web menutabentamentun 2019 seschentel selles akt
- . If see faces are dirty, clean them: the delergent or youp and water prior
- Then, use a household disinfectant. You can see a list of Etherpitered

cdc.gov/coronavirus

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How to Cope with Stress and Build Resilience During the COVID-19 Pandemic

Source: Centers for Disease Control and Prevention (CDC)/Behavioral Health & Wellness Center (GBHWC)

General Contact information for Guam Behavioral Health & Wellness Center (GBHWC)

Call:

(for Emergencies, call 911) (671) 647-5440

(Crisis Hotilne: (671) 647-8833/ 647-8834

© COVID-19 INFORMATION
Call: 311

(DK)

Coronavirus Disease 2019 (COVID-19)

Resilience During the COVID-19 Pandemic Employees: How to Cope with Job Stress and Build

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Fliers to be placed on our walls for our staff.

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Interim Guidance for Implementing Safety Practices

Source: Centers for Disease Control and Prevention (CDC)

Infrastructure Workers Who May Have Had Exposure to a Person with Interim Guidance for Implementing Safety Practices for Critical Suspected or Confirmed COVID-19

ritable with a line large excelent may be permetted to continue work followers; to ensure combinate of operations of examinal familians, CDC advises that different per autors are requererried to profect from and the constant that exposure to COVO-19, provided they remain asymptomatic and

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- their work shift. EALING ENV ES VOLS USTRING OLAMORY ALS ES ALLA PROPERTY THE WORLD SALES the Screen Compleyers should seekupe the employee's temperature and ascess specifies to their statems under this by stemperature thechs should happen before the echodual enters the Sacists.
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2019 to help prevent and stoor the spinor of COVID-19 in the workplace.
Additional information about identifying critical interference earning.
COVID-19 can be found on the DHS CISA website or the COCh spicials Flist. siayes to the presentation things to expens un and Employees to Plan and Respond to Estatement Disease reductions on the believen Condience



MSD 💸 OSA

IF YOU ARE AN ESSENTIAL CRITICAL WORKER WHO HAS BEEN EXPOSED TO COVID-19



IF YOU ARE AN EMPLOYER OF WORKERS **EXPOSED TO COVID-19**



Fliers to be placed on our walls for our staff.

中 法分分外日本

HOW TO PROPERLY WEAR, CLEAN AND REMOVE A FACEMASK

FACEMASKS

How to properly wear a face mask.

Face masks should:

- Fit snugly but comfortable against the side of the face.
- Be secured with ties or ear loops
- Include multiple layers of a fabric.
- Allow for breathing without restriction
- Able to be laundered and machine dried without damage or change to shape.

How regularly? Should cloth face coverings be washed or otherwise cleaned regularly?

Yes. They should be routinely washed depending on the frequency of use.

How does one safely sterilize/clean a cloth covering?

A washing machine should suffice in properly washing a face covering.

How does one safely remove a used cloth covering?

 Individuals should be careful not to touch their eyes, nose, and mouth when removing their face covering and wash hands immediately after removing.

This poster will be hung in our establishment for staff and customer to be aware of loov to help slow the spread of COVID-19.

THE REPORT OF STREET, SALES

How to Wear Oath Face Coverings Use of Cloth Face Coverings to Help Slow the Spread of COVID-19

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cdc.gov/coronavirus





HOW TO CLEAN AND DISINFECT OUR ESTABLISHMENT BASED ON CDC GUIDELINES

Cleaning And Disinfecting Your Facility

Breryday Steps, Steps When Someone is Sick, and Cambderations for Employers

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CDC APPROVED PRODUCTS FOR DISINFECTING AND CLEANING

List N: Products with Emerging Viral Pathogens AND Human Coronavirus claims for use against SARS-CoV-2

Date Accessed: 05/17/2020

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CDC APPROVED PRODUCTS FOR DISINFECTING AND CLEANING

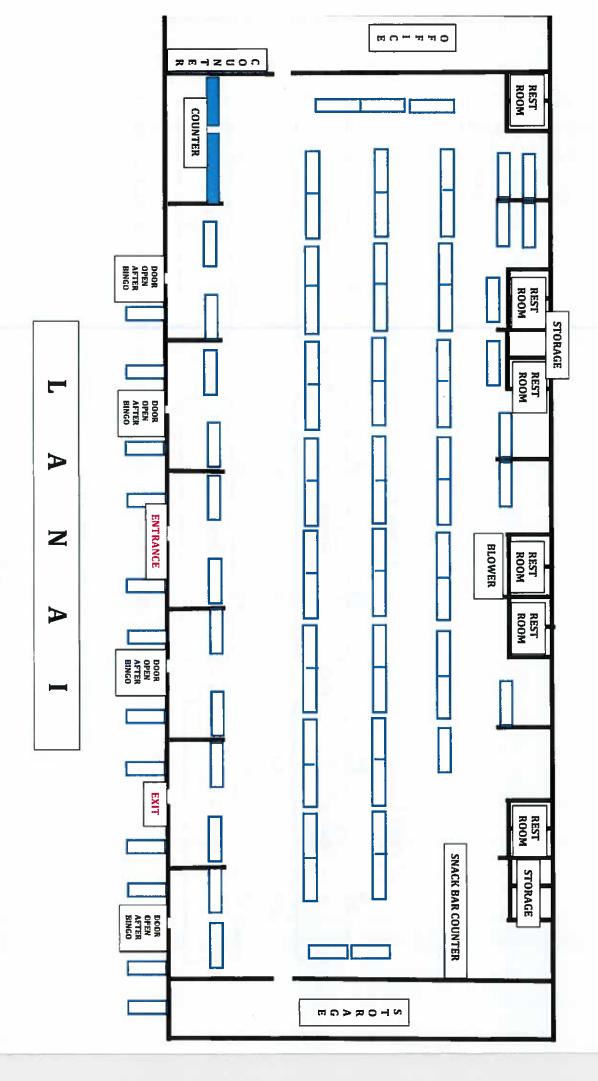
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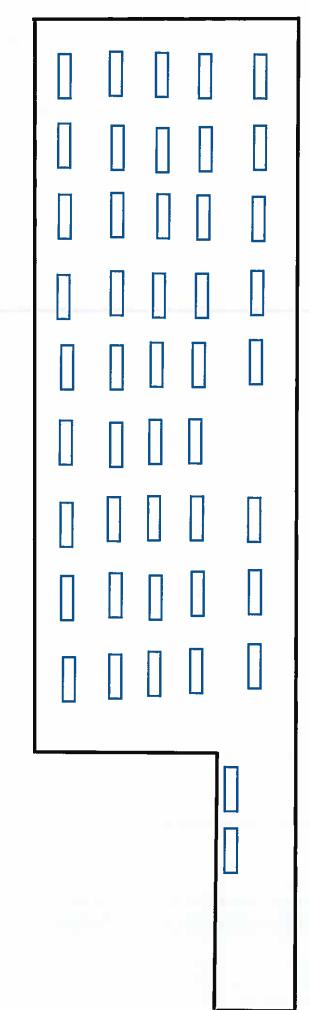
PANGASINANSES BINGO

BINGO HALL LAYOUT

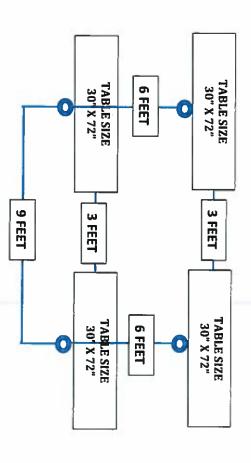


PANGASINANSES BINGO

OUTSIDE CANOPY TABLE LAYOUT

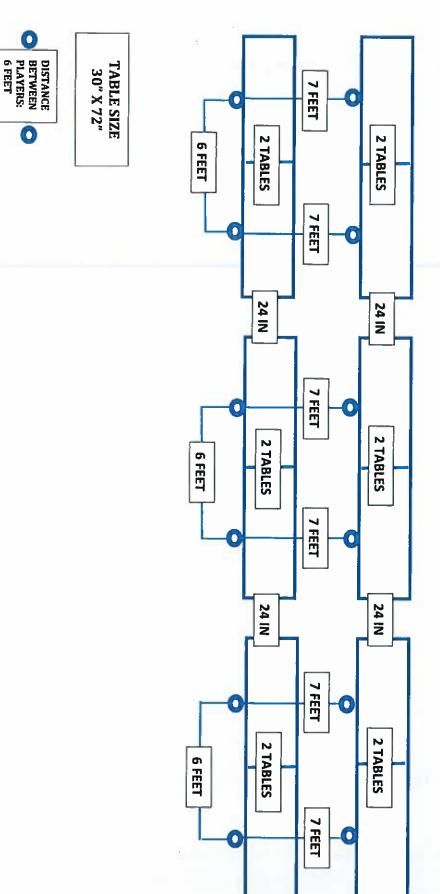


DISTANCE BETWEEN TABLES:



PANGASINANSES BINGO HALL

INSIDE THE BUILDING SEATING ARRANGEMENT DISTANCE BETWEEN TABLES AND PLAYERS:



COVID-19 PROTOCOL for BINGO Players and FOPOG Volunteers:

Temperature Monitoring

Measure each employees and independent contractors temperature using a Non-Contact Forehead Thermometer Infrared IR Digital Medical Body Laser Gun. CDC considers a person to have a fever when he or she has a measured temperature of 100.4° F (38° C) or greater.

Employees and independent contractors will be encouraged to self monitor themselves for signs and symptoms of COVID-19 if they suspect possible exposure.

Temperatures will be documented privately by the employees and independent contractors as well as any symptoms that may occur during the hours of employment.

Face Masks & Gloves

Employees and independent contractors must wear a face mask and gloves at all times while in the workplace.

Color Guam will have a stock of 25 masks and 50 sets of gloves at all times for employees and independent contractors to wear.

Social Distancing

Employees and independent contractors should maintain 6 feet and practice social distancing in the workplace.

Frequent Hand Washing

Wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands.

Sick

Employees and independent contractors must stay home if they feel sick. They are urged to contact their physician should they feel they have COVID-19 symptoms.

Caring for a sick family member

If you have a family member who is ill, we encourage you to stay home to take care of your family.

Respiratory Etiquette

To help stop the spread of germs:

- Cover your mouth and nose with a tissue when you cough or sneeze
- Throw used tissues in the trash
- If you don't have a tissue, cough or sneeze into your elbow, not your hands

Remember to immediately wash your hands after blowing your nose, coughing or sneezing.

Washing your hands is one of the most effective ways to prevent yourself and your loved ones from getting sick, especially at key times when you are likely to get and spread germs.

- Wash your hands with soap and water for at least 20 seconds
- If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands

To help prevent the spread of respiratory disease, you can also avoid close contact with people who are sick. If you are ill, you should try to distance yourself from others so you do not spread your germs. Distancing includes staying home from work or school when possible. Color Guam will provide tissues for customers and employees and independent contractors

Other prevention measures

- Employees and independent contractors should not share headsets or other objects that are near mouth or nose
- Employees and independent contractors should increase the frequency of cleaning commonly touched surfaces.
- Doors will be open after each session to to increase air exchanges in room.
- Employees and independent contractors should physically distance when and not to share food or utensils. they take breaks together. Breaks will be staggered, employees and independent contractors are not allowed to congregate in the break room,

Disinfecting and Cleaning work spaces

equipment routinely after each session and when each counter or bathroom bathrooms, common areas, paint brushes, art supplies and shared electronic Clean and disinfect all areas such as counters, tables, chairs, cabinets, shelves

come in contact with with others Actions taken if an employees and independent contractors is sick and has

symptoms will be compiled. Other employees and independent contractors contractors during the time the they had symptoms and 2 days prior to on persons who had contact with the ill employees or independent this time would be considered exposed. in our establishment with close contact within 6 feet of the the person during Surfaces in their/our workspace will be cleaned and disinfected.. Information

> No other employees or independent contractors is to enter this room. See independent contractors can be removed from the establishment/worksite. Bathroom 1 will be designated as the isolation room until an employees and Isolation Room for Sick Employees or Independent contractors

Handling Trash in the Bin

being exposed to any contamination. trash bins will have a cover on them. Employer will properly remove all Employees and independent contractors are to place trash in the bin. All trash to avoid an employees or independent contractor and others from

